

UNDERHILL PLANNING COMMISSION

Thursday, July 13, 2017 6:30 PM

Minutes

Planning Commissioners Present: Chair Cynthia Seybolt, David Edson, Catherine Kearns, Carolyn Gregson, David Glidden, Pat Lamphere

Staff/Municipal Representatives Present: Andrew Strniste, Planning Director

Others Present: None

[6:25] The Planning Commission convened at Underhill Town Hall at 6:25pm.

[6:35] Chair C. Seybolt called the meeting to order.

[6:37] Chair C. Seybolt asked for a motion to approve the minutes of March 29, 2017. **Commissioner Kearns made a motion to approve the minutes of March 29, 2017**, which was seconded by Commissioner Lamphere. **The motion was approved unanimously.**

[6:38] Chair C. Seybolt asked for a motion to approve the minutes of July 6, 2017. **Commissioner Glidden made a motion to approve the minutes of July 6, 2017**, which was seconded by Commissioner Edson. **The motion was approved unanimously.**

[6:39] Chair C. Seybolt proposed to move agenda item "Other Business" to the beginning of the agenda. Upon moving "Other Business" to the beginning of the agenda, no business was presented.

[6:41] Commissioner Gregson and Chair C. Seybolt presented their proposal for the district standards in the newly proposed Underhill Center Village District Table to be added to Article II, which included acreage requirements; setback requirements; building/lot coverage requirements; and the disallowance PRDs and PUDs. Commissioner Lamphere asked Staff Member Strniste if he knew how many bedrock wells were in the proposed district, as that could potentially change subdivisions.

[6:47] A discussion ensued about the ability to subdivide in the Center if the acreage requirement were to be 0.75 acres. Chair C. Seybolt advised that the district's requirements are a balancing process that should evaluate whether the Town wants to be consistent with the Flats versus what will alleviate constraints in the Center. Staff Member Strniste advised that the Planning Commission voted on proposed district standards at a previous meeting, which is how he arrived at his proposals for the District.

[6:58] Staff Member Strniste advised that if the Commission were to be consistent with the Underhill Flats regarding setback requirements for accessory structures then there would be an inconsistent policy among the Underhill Center District and all of the other districts. Chair C. Seybolt and Commissioner Lamphere agreed that the Center should include tight development. Commissioner Edson vocalized his concern about property owners accessing the back of their lots. Staff Member Strniste recommended that the setback requirements for accessory structures should be consistent with setback requirements for driveways – 12 feet. He then advised that property owners should be cognizant of the development on their lots. Commissioner Gregson agreed, and stated that the Zoning Administrator should also be screening for these types of issues and advising the applicant. Chair C. Seybolt recommended that personal dealings between property owners should be encouraged by the Development Review Board. **Commissioner Edson made a motion to approve the district standards as proposed, and amended as**

discussed, which was seconded by Commissioner Kearns. **The motion was approved unanimously.**

- [7:14] A discussion ensued on what types of uses in the Underhill Center Village District should be permitted, conditional, and prohibited. Commissioner Gregson and Chair C. Seybolt recommended that the agritourism be conditional to accommodate such situations as the Connells' farm; day care be conditional to ensure the safety of the children, in addition to the logistics of potential projects; that light industry be prohibited after reviewing the definition of "light industry;" Nordic ski facilities be prohibited; parking facilities be prohibited; private clubs be a conditional use. **Commissioner Edson proposed a motion to approve the Underhill Center Village uses as proposed and amended**, which was seconded by Commissioner Lamphere. **The motion was approved unanimously.**
- [7:33] Commissioners shared their vision of Underhill Center statements with the Commission. Chair C. Seybolt advised that she will work on synthesizing the statements so that there is one for the Regulations. Chair C. Seybolt advised that Commissioner Glidden is developing a publicity plan.
- [7:39] Staff Member Strniste fielded questions from the Commission regarding the draft proposed changes he assembled between July 6 and July 13. A discussion ensued on how to present the new zoning district on the Zoning Map. Commissioner Edson recommended that only the Center should be presented, while Staff Member Strniste advised that since the Town will be voting on amending the map, then the entire map needed to be presented, and the easiest map to convey the location of the new district is the best interpretation of the official map. Commissioner Edson advised that the proposed updates will likely fail if the best interpretation of the official map were to be presented to be the new official zoning map.
- [8:01] Commissioner Edson recommended that the section addressing attached accessory dwellings be condensed down to only reference the State statute. A discussion ensued on whether the proposed bylaws should reference the State statute or remained as written. Many Commissioners expressed their distrust of the State, and leaving the proposed edit as written would give the Town more regulatory power. Staff Member Strniste advised that the State statute is not well structured and could create confusion. **Commissioner Lamphere moved to accept the attached accessory dwelling section of the proposed regulations as written. The motion was seconded by Commissioner Glidden and approved unanimously.**
- [8:19] Commissioner Kearns moved to change the proposed language for attached and detached accessory dwellings from excluding unfinished basements and attics to unfinished portions of the structure. The motion was approved six to one with Commissioner Edson opposed.
- [8:20] A discussion ensued about the 200 ft. proximity restriction of a detached accessory structure to the single-family house. Commissioner Lamphere was the only Commissioner opposed to changing the language to state that the two structures *at their nearest point shall* be no further than 200 feet from one another. Commissioner Edson provided other grammatical edits and identified various typos. A discussion about the expiration of building permits was tabled, which is to be discussed at the next meeting.
- [8:30] **Chair C. Seybolt asked for a motion to adjourn.** Commissioner Lamphere made a motion to adjourn, which was seconded by Commissioner Gregson. **Motion approved unanimously.**
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Respectfully Submitted By:
Andrew Strniste, Planning Director

The minutes of the July 13, 2017 meeting were accepted this 20th day of July, 2017.

Cynthia Seybolt
Cynthia Seybolt, Planning Commission Chair